

**Beacon Falls Planning & Zoning Commission**  
**10 Maple Avenue**  
**Beacon Falls, CT 06403**



**BEACON FALLS PLANNING & ZONING COMMISSION**  
**Monthly Meeting**  
**October 15, 2020**  
**MEETING MINUTES**  
**(Subject to Revision)**

**1. Call to Order / Pledge of Allegiance**

Chair McDuffie called the meeting to order at 7:30 P.M.

**Members Present:** Kevin McDuffie (KM), Lisa Daigle (LD), Tom Bunosso (TB), Jack Burns (JB), Michael Rupsis (MR), Donald Molleur (DM), Patricia Hinman (PH), Robert Starkey (RS)

**Members Absent:** William Giglio (WG)

**Others Present:** Selectman Michael Krenesky (MK), Keith Rosenfeld (KR), Mike Mormile (ZEO), 2 members of the public

**2. Read & Approval Minutes from Previous Meetings**

**3. Motion made to approve the Regular monthly meeting minutes from September 17, 2020 as presented - DM/RS, all ayes.**

**Motion made to approve the Public Hearing meeting minutes from September 24, 2020 as presented – MR/JB, all ayes.**

**Motion made to approve the Special meeting minutes from September 24, 2020 as presented – **\*\*Approval of these meeting minutes were not discussed and overlooked by the chair. They will be reviewed at the November meeting.****

*RS was not at meeting – attendance on minutes revised.*

**4. Comments from the Public**

None

**4. Reports**

- a. **Zoning Enforcement Officer** – ZEO stated that he delivered the site plan of Hopp Brook Estates to board members for their review. Two members did not receive a copy. ZEO will provide. **KM made motion to accept report, seconded by DM, all ayes**
- b. **Town Engineer** – no report this month. KM – I have not spoken with him and will have to reach out to him.
- c. **Town Planner** – KR I do not have a written report but can comment on some ongoing items. I am meeting next Monday with Borgazi Builders re: the site plan for the indoor shooting range. I met with Paul concerning Chatfield Farms and some other issues and he is onboard and up to speed on everything. He is also right on top of Tiverton and he is working with Charlie to get the right set of plans and the as build. Transition zone – I provided a copy to members for review and to edit if needed. I did some research through towns in CT and came up with some good solutions to those buffer areas. Hopp Brook – I have jumped right into this and have a meeting scheduled next week with the town attorney. The town attorney is very concerned about the application. We are concerned about the site plans. The zone

change and plan of conservation development are set in stone, but the site plan needs work. There needs to be a public hearing in February. KM – we are only 30 days in but have 65. KM – Commissioners, start taking your notes on the plans. This will be an important public hearing. We will probably hold it at the Fire House. KR – ZEO may want to get the PROD together, the site plan and then section 51 & 52 of the regulations. KM – I will work with ZEO to get these items.

**DM made motion to accept report, seconded by RS, all ayes**

5. **Comprehensive Plan of Conservation & Development** – KR stated right now we are not doing anything. We have another year and holding at this point.
6. **Old Business**
  - a. Chatfield Farms – LD – the Skokorat Road, has anyone looked at that? KR – there has been some discussion with Ron Nault from DeCarlo & Doll. Matt Gilcrest has asked for his bond to be returned. Reports from Milone & MacBroom were passed to Ron. We are in the process of determining the quality of the roadway now and how it relates to the original before the work was done. Most of the people that I have spoken too concerning that roadway and my visual inspection, it appears that it remains in very good condition and probably no reason why we cannot release the bond. We should have an official report next month.
  - b. Pond Spring Village – no new updates.
  - c. Tiverton – KR noted the town attorney is working with Charlie to obtain actual plans that show elevations and the proper ones that will be placed there. There are some different things that he needs to do to correct what is there now. KM – has there been any more discussion regarding the water volume for Tiverton. KR – last I heard the water company would be working with Charlie.
  - d. Transition Zone – KR – document presented to commission and will be discussed at the next meeting.
  - e. 57 Lancaster Drive – KR – working with the builder for site plan. They should be submitting that in the next few weeks.
  - f. Hopp Brook – KR – next Tuesday meeting with the town attorney to figure out review method.
  - g. Board Commission Member Training – KM – some previous certificates submitted to clerk. MR – asked if any links had been sent for training. KM – will send you link for a training.
7. **New Business** – 2021 Meeting Schedule – MR made motion to approve the 2021 meeting schedule, seconded by RS, all ayes.  
MR noted that the car hauler is parked on Main Street again. KM – noted he does have a lot on Lopus Rd. but was unable to maneuver the truck in the spot. He is clearing more currently so that he has more room. MR – there are oil spots now on Main Street. He was already told once not to park there. ZEO noted that police would have to issue a citation.
8. **New Applications** – KM – none
9. **Petitions from Commissioners** – KM – read resignation letter from LD who will be stepping down after today.  
TB – submitted request on clarification regarding proxy voting, attendance, in person requirements etc. KM – there is nothing that can be done about attendance. There is nothing in our ordinance about attendance. LD – can we as a board recommend changing language. KM – it was asked, but it has been a few years. MK – just as a point of information, there is an ordinance committee that has been formed and are in the process of reviewing town ordinances, so if you have something that you want changed I suggest you get it to that group. DM – 2013 was the last ordinance change we had in this town.  
TB – are we also allowed to call into the meetings? I do not remember getting a notification that we can all call in through zoom meeting. Clerk noted that it is a zoom meeting and there is a dial in provided. Nothing is streamed in the video. Clerk recommended that if a board member is going to be dialing in to let the clerk know ahead of time and which number you would be calling from. MK noted that there is no proxy voting on any municipal boards.  
DM – it is my understanding that we have not found the book for the application numbers and we have nothing in our files for 2019. KM – Kerry stated she went through file cabinets and found

nothing. DM – what are we going to do about it? Clerk noted, she went through file cabinet. There was sporadic information for 2019 and 2018. Everything is scattered and not in any filing system. TB inquired about keys. Clerk has all 4 keys, unsure who would have had them before. The laptop only had the zoom information from April. There was no backup data or previous information on the laptop. TB – so this is an oops or intentional? KM – I know that when they replaced the carpet, they did not put the files back in order. DM – that does not make a difference if they were locked. DM – requested that the Chair get ahold of previous clerk to find out what the story is. KM – she informed me the items were here, but I will ask.

KM – a couple years ago, the P&Z Commission gave ZEO a two year term and I am seeing that ZEO's are in short supply, Mike does so much for us and many of you do not see it. Often, he is here on the weekends. I would like to extend his two-year term. People around town are raving about how our Building Department is the best it has ever been. I would like to make a motion to extend ZEO appointment from April 2022 to April 2024, PH seconded, DM for discussion – why do we have to extend it now? KM I would like to secure his position. When you have good talent, you would like to keep it. TB – considering the shortage, it makes sense. KM – we had a problem when the former ZEO left and we were in limbo for a while and it was almost a lawsuit. All ayes. ZEO thanked Board, noting that December marks 4 years that he has been in this position and he tries to go out of his way to help the residents of this town.

**10. Correspondence & Payment of Bills** – KM – check for \$5.00 for Hockanum Glen for copy of the plans approved by the Board.

**11. Executive Session (if needed)** – none

**12. Adjournment**

Motion made by LD to adjourn at 8:23PM, DM seconded, all ayes.

Respectfully submitted,

Kerry McAndrew  
Clerk, Planning & Zoning